READINESS AND EMERGENCY MANAGEMENT FOR SCHOOLS
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http://rems.ed.gov

REMS TA Center At-a-Glance:

Supporting Your Emergency Management Needs Before, During, and After an Emergency

U.S. Department of Education
Office of Safe and Healthy Students

info@remstacenter.org | http://rems.ed.gov/

How can we support you before, during, and after an emergency?

We know that you need quick and easy access to resources that support prevention, protection, mitigation, response, and recovery efforts before, during, and after an emergency.

At the REMS TA Center, we create, compile, and source trusted and comprehensive resources for download throughout our Website: http://rems.ed.gov.

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About This Webinar

This Webinar provides a summary of where you can find appropriate resources that might help you and your emergency management planning team during each stage of an emergency.

Before an Emergency → **During an Emergency** → **After an Emergency**

How to Navigate

Click "lobby" on the left-hand side of the screen to view the title and topic of each slide.

You can also use the video slider at the bottom of the screen to fast forward to the appropriate section based on your current emergency management response, recovery, and/or planning needs.

Webinar Sections

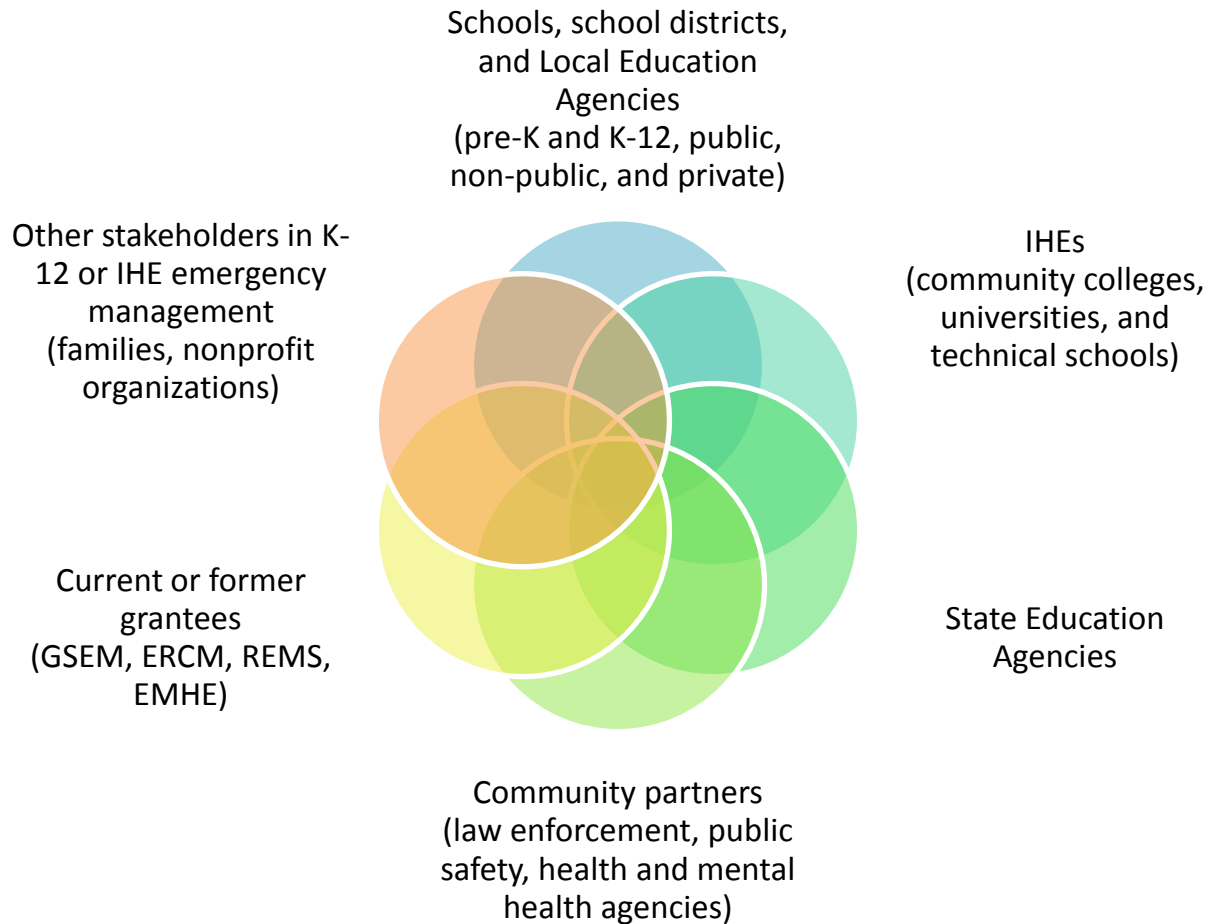| WEBINAR SECTION NAME	SLIDE
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ABOUT THE REMS TA CENTER

The REMS TA Center is a technical assistance center administered by the U.S. Department of Education, Office of Safe and Healthy Students.

It provides a hub of information, resources, training, and services in the field of school and higher ed emergency management.

What is our mission?

To support schools, school districts, and institutions of higher education (IHEs), with their community partners, in the development of high-quality emergency operations plans (EOPs) and comprehensive emergency management planning efforts.

Who do we serve?

Schools, school districts, and Local Education Agencies
(pre-K and K-12, public, non-public, and private)

IHEs
(community colleges, universities, and technical schools)

Other stakeholders in K-12 or IHE emergency management
(families, nonprofit organizations)

Current or former grantees
(GSEM, ERCM, REMS, EMHE)

State Education Agencies

Community partners
(law enforcement, public safety, health and mental health agencies)

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What services do we offer?

What online tools and resources do we offer?

Toolbox. View and share tools, checklists, forms, drills, planning guidelines, MOUs, templates, and reports.

State Emergency Management Resources. Download school safety resources and guidelines specific to your state or territory.

Specialized Training Packages. Download self-paced training materials that support high-quality emergency management across a range of special topics.

Online Courses. Take an online course to strengthen your skills in a variety of areas relevant to emergency management.

Advanced Search Engine. Spend less time searching for the right tool using the filtered topics available here.

EOP Interactive Tools. Assess your understanding of concepts fundamental to development of a high-quality EOP.
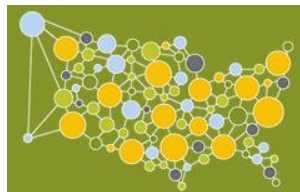
Community of Practice. Share lessons learned, start private groups, and participate in forum discussions in real time. Join today!

Identify Your Emergency Type

Let's get started by providing an overview of the different types of emergencies that may impact your school, district, or IHE.

We call them hazards and threats.

Types of Hazards and Threats

Natural Hazard

Technological Hazard

Biological Hazard

Adversarial, Incidental, & Human-Caused Threat

Identify Your Resource Need

BEFORE

- **Planning ahead?**
Navigate to the next slide to view resources related to prevention and planning.

DURING

- **Curious about what to consider when planning for emergency response?**
Navigate to slide 21 to begin viewing resources related to emergency response and protection.

AFTER

- **Dealing with the after-effects?**
Navigate to slide 48 to begin viewing resources related to recovery and mitigation.

PREPARING FOR A FUTURE EMERGENCY

Conducting training, drills, and exercises, and developing and maintaining your EOP are just a few ways your school, district, or IHE community can remain prepared for an emergency of any type.

Preparing for a Future Emergency

The Federal *Guide for Developing High-Quality Emergency Operations Plans* recommends a six step planning process to develop EOP goals and objectives.

Step 1: Form a Collaborative Planning Team	Step 2: Understand the Situation	Step 3: Determine Goals and Objectives	Step 4: Plan Development (Identifying Courses of Action)	Step 5: Plan Preparation, Review, and Approval	Step 6: Plan Implementation and Maintenance

Schools can learn more at http://rems.ed.gov/K12PlanningProcess.aspx.
IHEs can learn more at http://rems.ed.gov/IHEPlanningProcess.aspx.

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Preparing for a Future Emergency

You can use the resources described on the following slides as starting points when seeking supplementary guidance to support your efforts during each step of the planning process.

First, let's examine common preparedness issues and topics.

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Common Preparedness Topics

EOP Development

Training and Assessments

Mitigation and Security

National Incident Management System (NIMS)

Preparedness Resources

A quick list of additional resources on prevention and mitigation-related topics is available on the following slides.
Click the name of the resource to download.

Having trouble locating a resource?

Contact the REMS TA Center at info@remstcenter.org.

Preparedness Resources

Guide for Developing High-Quality School Emergency Operations Plans. This *Guide* is the first joint product of the U.S. Department of Homeland Security (DHS), U.S. Department of Justice (DOJ), ED, and HHS on this critical topic. It incorporates lessons learned from recent incidents, and responds to the needs and concerns voiced by stakeholders.
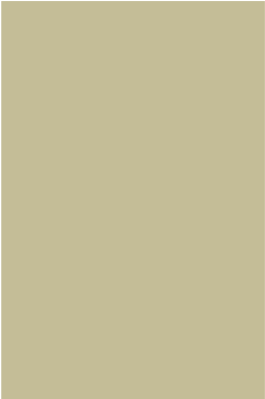
Virtual Trainings on EOP Development and Emergency Management Topics. The REMS TA Center has developed a series of online courses on EOP development and on other topics related to emergency management. Visit the site to register for a course.

School Emergency Supplies and "Go Kits." View this helpful hints publication to get details on how to develop emergency kits for administrators and teachers in individual classrooms.
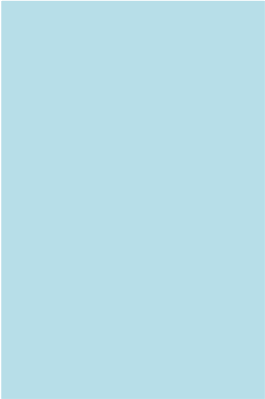
NIMS Implementation Guidelines for Schools and IHEs. Visit our site to view a variety of guideline materials on NIMS and how it can/should be used for schools and IHEs.

Preparedness Resources

Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates. This United States Secret Service and ED document provides recommendations for implementing and conducting a threat assessment and for managing a threatening situation.

Guide to School Vulnerability Assessments. This ED report provides details on strategies and techniques schools can use when they are assessing threats posed. It also includes an appendix that outlines state policy requirements for K-12 school safety and security assessments.

RESPONDING DURING AN EMERGENCY

You can't control what happens when an emergency happens, but you can control how you respond.

We've organized a set of threat- and hazard-specific resources for your response needs.

You can use these resources as a starting place when seeking guidance on how to respond.

Activating Functions & Courses of Action During an Emergency

Regardless of the type of threat or hazard, your response team may need to activate your EOP.

Often, response teams only need to access certain parts of an EOP based on the type of threat and/or hazard and the courses of action the school or IHE wants to take.

Your response team will likely need to work closely with two sections: the **Functional Annexes section** of an EOP and the **Threat- and Hazard-Specific section** of an EOP.

What is a functional annex?

Functional annexes focus on critical operational activities that must occur during an emergency and the courses of action developed to carry them out.

- Evacuation
- Sheltering-in-place
- Accounting for all persons
- Maintaining communications
- Supporting public health, medical, and mental health
- Ensuring security
- Continuing operations

Learn More About Functional Annexes

You can learn more about developing functional annexes for schools and view related resources by visiting the *Guide for Developing High-Quality School Emergency Operations Plans: At-a-Glance*: http://rems.ed.gov/K12FuncAnnex.aspx.

You can learn more about developing functional annexes for IHEs by visiting the *Guide for Developing High-Quality Emergency Operations Plans for Institutions of Higher Education: At-a-Glance*: http://rems.ed.gov/IHEFuncAnnex.aspx.

What is a threat- and hazard-specific annex?

Threat- and hazard-specific annexes describe the courses of action unique to particular threats and hazards.

- Natural hazards
- Technological hazards
- Biological hazards
- Adversarial, incidental, & human-caused threats

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Learn More About Threat- and Hazard-Specific Annexes

You can learn more about developing threat- and hazard-specific annexes for schools and view related resources by visiting the *Guide for Developing High-Quality School Emergency Operations Plans: At-a-Glance*: http://rems.ed.gov/K12ThreatAndHSAnnex.aspx .

You can learn more about developing threat- and hazard-specific annexes for IHEs by visiting the *Guide for Developing High-Quality Emergency Operations Plans for Institutions of Higher Education: At-a-Glance*: http://rems.ed.gov/IHEThreatAndHazardAnnex.aspx

Responding During an Emergency, by Type of Threat or Hazard

On the next set of slides, you can view general and topic-specific resources related to the type of hazard and/or threat you might be facing.

If you have questions or need more information, contact the REMS TA Center at info@remstacenter.org.

Common Natural Hazards

Earthquakes	Tornadoes	Lightning	Severe wind
Hurricanes	Floods	Wildfires	Extreme temperatures
Landslides or mudslides	Tsunamis	Volcanic eruptions	Winter precipitation

Natural Hazards Resources

A quick list of resources on natural hazards is available on the following slides.

Click the name of the resource to download.

Having trouble locating a resource?

Contact the REMS TA Center at info@remstcenter.org.
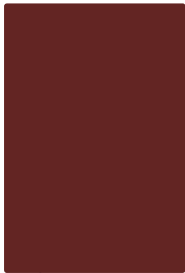
Natural Hazards Resources

Effective Emergency Management: Making Improvements for Communities and People With Disabilities. View chapter 3 of this report for guidelines on how to communicate and prepare evacuation procedures for individuals with disabilities.

Keep Food and Water Safe After a Disaster or Emergency. Get tips to ensure water and food safety during an emergency.
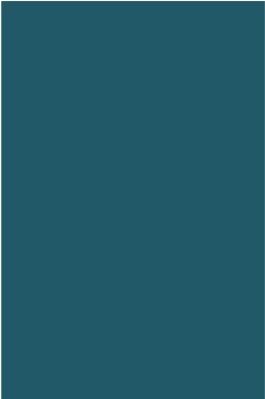
Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters. Learn how to ensure access and functional needs if your school or IHE becomes a shelter during an emergency.
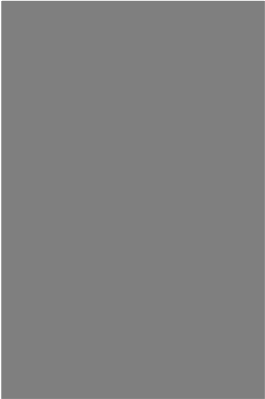
Emergency Wound Care After a Natural Disaster. Learn how to take care of minor wounds students, staff, or visitors may receive during an emergency.

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Natural Hazards Resources

Responding to Natural Disasters: Information for School Crisis Teams. Learn about the common psychological issues and youth reactions associated with different types of natural hazards from the National Association of School Psychologists.
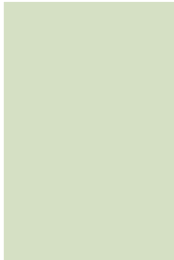
Guide for Principals in the Wake of Hurricane Sandy. This comprehensive resource, created by the New York City Department of Education, provides information for principals on how to best prepare curriculum to support continuity of education during an emergency.
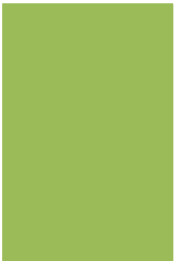
Natural Hazards Resources

Developing a Food Contamination Annex Specialized Training Package. We developed this training to provide concrete steps on developing a Food Contamination Annex using the recommended six step planning process for developing school EOPs.

Earthquake Response for Schools. Visit this Federal Emergency Management Agency Web page to get tips on what to do to protect yourself, students, faculty, and staff during an earthquake.

Emergency Preparedness and Response: Floods. Visit this U.S. Centers for Disease Control and Prevention (CDC) page to learn how you can reduce the harm caused during a flood. View the Educational Materials page to get tips for children.

What Consumers Need to Know About Food and Water Safety During Hurricanes, Power Outages, and Floods. This U.S. Food and Drug Administration features information on how you can maintain food and water safety during natural hazards.

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Common Technological Hazards

Explosions or accidental release of toxins from industrial plants	**Accidental release of hazardous materials**	**Hazardous materials releases from major highways or railroads**
Radiological releases from nuclear power stations	**Dam failure**	**Power failure**
	Water failure	

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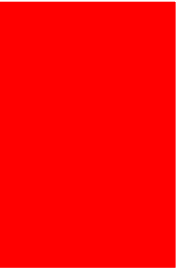TECHNICAL ASSISTANCE CENTER

Technological Hazards Resources

A quick list of resources on technological hazards is available on the following slide. Click the name of the resource to download.

Having trouble locating a resource?

Contact the REMS TA Center at info@remstcenter.org.

Technological Hazards Resources

Preventing Carbon Monoxide Poisoning After an Emergency. Visit this CDC page to access content that can be used for different media to teach students, faculty, staff, and parents how to avoid carbon monoxide poisoning during a disaster.

What You Need to Know When the Power Goes Out Unexpectedly. This CDC Web page provides a series of safety tips that incident commanders and response teams can use when dealing with power outages during an emergency.

Chemical Management Resource Guide for School Administrators. The U.S. Environmental Protection Agency created this document. Section II focused on hazardous chemicals and products and schools, and where they can be found.

Frequently Asked Questions (FAQs) about Radiation Emergencies. This CDC page answers common questions individuals and families might have during a radiation emergency. Schools can use them as a guide when responding to questions and concerns from parents, faculty, staff, and students.

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Common Biological Hazards

Infectious diseases (pandemic influenza, tuberculosis, *Staphylococcus aureus*, meningitis, etc.)

Contaminated food outbreaks (*Salmonella*, botulism, *E. coli*, etc.)

Toxic materials present in laboratories

Biological Hazards Resources

A quick list of resources on biological hazards is available on the following slides.
Click the name of the resource to download.

Having trouble locating a resource?

Contact the REMS TA Center at
info@remstcenter.org.

Biological Hazards Resources

Infectious Disease Planning Specialized Training Package. We developed this training to provide an overview of the functions and recommended contents of the Infectious Diseases Annex that is recommended for inclusion in a high-quality school EOP.

Developing a Food Contamination Annex Specialized Training Package. We developed this training to provide concrete steps on how planning teams can develop a Food Contamination Annex using the recommended six step planning process for developing a high-quality school EOP.

REMS TA Center Infectious Diseases Planning Page. This page provides details on where schools and school districts can access information related to infectious disease planning. REMS TA Center tools and up-to-date Federal resources and tools are featured.

Preparing for the Flu: ED Recommendations to Ensure the Continuity of Learning for Schools. This document provide recommendations to maintain continuity of learning for students who are out of school for extended periods and students disrupted by school dismissals or large numbers of faculty absences.

Biological Hazards Resources

Chemical Management Resource Guide for School Administrators. The U.S. Environmental Protection Agency created this document. Section II focused on hazardous chemicals and products, and schools and where they can be found.

Computer-Aided Management of Emergency Operations (CAMEO) Chemicals. The National Oceanic and Atmospheric Administration offers an online database of hazardous materials and information related to fire and explosion hazards, health hazards, firefighting techniques, cleanup procedures, protective clothing, and chemical properties.

Common Adversarial, Incidental, & Human-Caused Threats

Fire	***Active shooter situation***	**Criminal threats or actions**	**Gang violence**
Bomb threats	**Domestic violence and abuse**	**Cyber attacks**	**Dangerous animals**
Suicide	**Kidnapping, missing student**	**Bus accident**	**Riot/student demonstration**

Adversarial, Incidental, & Human-Caused Threats Resources

A quick list of resources on common adversarial, incidental, and human-caused threats is available on the following slides. Click the name of the resource to download.

Having trouble locating a resource?

Contact the REMS TA Center at info@remstcenter.org.
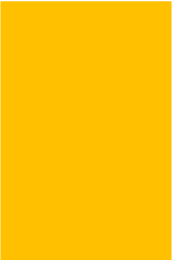
Adversarial, Incidental, & Human-Caused Threats Resources

Dear Colleague Letter: Responding to Bullying of Students With Disabilities. Read the latest letter from the Assistant Secretary for Civil Rights on how to respond to bullying cases involving students with disabilities.

REMS TA Center *Active Shooter Situations* Web Page. On this page, you can access details about responding to an *active shooter situation*, and related resources from Federal agencies.
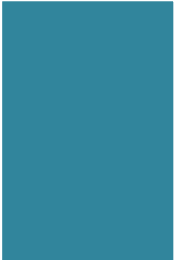
School Bus Drivers "Watch for Suspicious Items and Behaviors" Poster. Download and print this poster for suggested placement in school buses. It provides tips for drivers on how to watch for and report suspicious items and behavior.

Sexual Assault Response Team Toolkit. DOJ developed this collection of resources, including practices, tools, and examples from communities across the country, to support coordinated efforts to formalize, expand on, or evaluate community responses to sexual violence.

Adversarial, Incidental, & Human-Caused Threats Resources

School Vandalism and Break-Ins. This DOJ document provides guidelines for responding to school vandalism and break-ins, as well as specific response strategies.

Human Trafficking 101. Download this tip sheet developed by ED, DHS, and the Blue Campaign for school administrators and staff.

Integrating Cybersecurity With Emergency Operations Plans (EOPs). View Webinars the REMS TA Center hosted on cybersecurity and emergency preparedness for schools and IHEs. Representatives from ED and the DHS Office of Cybersecurity and Communications served as speakers.

SHARING INFORMATION DURING AN EMERGENCY

During an emergency, you might need to share information with a variety of people, including

First Responders	Community Health Partners	Family Members	Media

View the resources on the next slide for more information about Federal statutes that impact information-sharing in school and IHE settings.

You can also visit the Information-Sharing page on the REMS TA Center Website.

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Sharing Information During an Emergency

Family Educational Rights and Privacy Act. Visit our site to learn more about FERPA, a federal law that protects the privacy of student *education records*, and how it affects information sharing.

Health Insurance Portability and Accountability Act. Visit our site to learn more about HIPAA, a federal act that protects the privacy and security of individually identifiable health information, and how it affects information sharing.

U.S. Department of Health and Human Services Office for Civil Rights. Visit this Web page to get more details about HIPAA, health information privacy, and civil rights laws.

ACCESSING FUNDING DURING AN EMERGENCY

During an emergency, you might need to access funding to support a variety of response activities.

- View the resources on the next slide for details on where you can go to access information about funding.

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Accessing Funding During an Emergency

Project SERV Grant Program. ED supports Project School Emergency Response to Violence (SERV) grants (CFDA 84.184S). This program funds short-term and long-term education-related services to LEAs and IHEs.

State Emergency Management Resources. Use our interactive map to quickly access your state emergency management resources, where you can search for available funding opportunities in your region.

RESPONDING AFTER AN EMERGENCY

After an emergency happens, there are many issues your recovery team has to handle, along with continuity of operations and learning.

Some of these issues, however, fall outside the scope of an educator or staff member's normal job description.

Responding After an Emergency

We understand that you may not have easy access to resources and tools, or skills, that support many of the recovery efforts you must undertake.

That's why we're here to help!

Responding After an Emergency

You can use the resources described on the following slides as a start when seeking guidance on how to deal with the physical, financial, and psychological after-effects of an emergency.

First, let's explore common recovery issues and topics.

Common Recovery Topics

Continuity of Operations and Education

Psychological First Aid (PFA)

Bereavement and Loss

Resilience Strategies

Recovery Resources

A quick list of additional resources on common recovery topics is available on the following slide. Click the name of the resource to download.

Having trouble locating a resource?

Contact the REMS TA Center at info@remstcenter.org.

Recovery Resources

Resilience Strategies for Educators: Techniques for Self-Care and Peer Support. We offer a free 8-hour Training by Request for caregivers in schools and school districts to better understand, and teach others, resilience strategies following emergency events.

Responding to Bereavement and Loss Specialized Training Package. This training package addresses the importance of including plans for responding to bereavement and loss in school EOPs, and outlines the common manifestations of bereavement and loss.

Tips for Talking With and Helping Children and Youth Cope After a Disaster or Traumatic Event: A Guide for Parents, Caregivers, and Teachers. Read this guide to learn possible reactions to a traumatic event by age group and to learn the best ways to respond.

Continuity of Operations Planning Specialized Training Package. This training provides concrete steps for integrating the development of a COOP Annex into the recommended six step planning process for developing a high-quality school EOP.

Contact and Connect With Us!

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